



UNDER SECRETARY OF DEFENSE
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WASHINGTON, D.C. 20301-4000

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PERSONNEL AND
READINESS


MEMORANDUM FOR SECRETARIES OF THE MILITARY DEPARTMENTS
CHAIRMAN OF THE JOINT CHIEFS OF STAFF
UNDER SECRETARIES OF DEFENSE
DIRECTOR, DEFENSE RESEARCH AND ENGINEERING
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DIRECTOR, OPERATIONAL TEST AND EVALUATION
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DIRECTOR, ADMINISTRATION AND MANAGEMENT
DIRECTOR, FORCE TRANSFORMATION
DIRECTOR, NET ASSESSMENT
DIRECTOR, PROGRAM ANALYSIS AND EVALUATION
DIRECTORS OF THE DEFENSE AGENCIES
DIRECTORS OF THE DOD FIELD ACTIVITIES

SUBJECT: Reducing Preventable Accidents

Secretary Rumsfeld has challenged all of us to reduce both the number of mishaps and the accident rates by 50% in the next two years. I am establishing a DoD Safety Oversight Council (DSOC) to provide governance of our accident reduction efforts. Attached is the draft DSOC Charter.

I have asked the Secretary to address the first meeting of the DSOC in late-June. This initial meeting will focus on plans and ideas to reduce preventable accidents. To that end, I ask that each DSOC member come prepared to discuss specific initiatives to reduce accidents and time lost due to injuries for immediate implementation.

Mr. Joseph J. Angello, Jr. will provide the administrative details for the DSOC meeting by separate memorandum. He can be reached at 703-693-5587 or by email at: Joseph.Angello@osd.mil.


David S. C. Chu

Attachment:
As stated



DRAFT



Defense Safety Oversight Council (DSOC)

Charter

2003

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TABLE OF CONTENTS

<u>Section</u>	<u>Page</u>
I. ESTABLISHMENT, PURPOSE AND SCOPE.....	1
II. ORGANIZATION	2
III. PROCEDURES.....	3
IV. DURATION OF COMMITTEE.....	3

DEFENSE SAFETY OVERSIGHT COUNCIL CHARTER

I. ESTABLISHMENT, PURPOSE AND SCOPE

A. ESTABLISHMENT

The Secretary of Defense establishes the Defense Safety Oversight Council, herein referred to as the Council. The Charter delineates the Council's membership, and specifies the scope of activities.

B. PURPOSE

The Council will provide governance on our DoD-wide efforts to reduce preventable mishaps.

C. SCOPE OF ACTIVITY

The Council shall:

1. Review accident and incident trends, ongoing safety initiatives, private sector and other governmental agency best practices, and make recommendations to the Secretary of Defense for safety improvement policies, programs, and investments.
2. Assess, review and advise on improving all aspects of the coordination, relevance, efficiency, efficacy, timeliness and viability of existing DoD-wide safety and injury prevention information management systems.
3. Promote the development and implementation of safety initiatives to include Systems Safety for Acquisitions and operations to improve mission success as well as preserve human and physical resources throughout DoD.
4. Oversee chartered Council committees, receive regular progress reports on the status of approved action plans, serve as the approval authority for actions proposed by Council Committees, and endorse appointment letters for committee chairs and members through their chain of command.
5. Coordinate with other federal agencies and industry leaders, to facilitate communication, coordination, and integration of best practices into DoD planning, development and implementation of initiatives and programs.
6. Support research to improve human performance, safety education standards/procedures, and equipment.

II. ORGANIZATION

A. The Defense Safety Oversight Council shall include committees, task forces and work groups appointed by the Council. These include, but are not limited to:

- Lost Work Day Committee (formally Lost Work Day IPT)
- Aviation Safety Improvement Committee
- Privately Owned Vehicle Accident Reduction Committee
- Operational Safety Improvements Committee
- Prevention, Safety and Health Policy Council

Each committee formed under this Council will submit a charter to the Council for approval. These charters will receive an annual review by the Council.

B. The Under Secretary of Defense for Personnel and Readiness will chair this Council.

C. The Council shall have overall responsibility for the development and implementation of this Charter. The Council shall consist of the principals and associate members. The principal members include the following:

- Under Secretary of Defense for Personnel and Readiness (as Chair)
- Under Secretary of Defense for Acquisition, Technology, and Logistics
- Under Secretary of Defense (Comptroller)/Chief Financial Officer
- Vice Chairman of the Joint Chiefs of Staff
- Assistant Secretary of Defense for Health Affairs
- Under Secretary of the Army
- Under Secretary of the Navy
- Under Secretary of the Air Force

The associate members will attend meetings of the DSOC when matters under their cognizance are addressed. Associate members include the following:

- Deputy Under Secretary of Defense (Installations and Environment)
- Deputy Under Secretary of Defense (Readiness)
- Deputy Under Secretary (Civilian Personnel Policy)
- Deputy Defense Inspector General

D. The Director, Readiness Programming and Assessment will serve as the Executive Secretary for the Council.

III. PROCEDURES

A. The Chair will convene the Council as needed, but at least semi-annually. All committees, task forces and work groups shall keep the Council current on all actions.

B. The Council Chair will regularly brief the Senior Executive Committee on all Council actions and recommendations.

C. The Council Chair will report for the Council to the Secretary through the Deputy Secretary as appropriate. The Council Chair may amend this charter as necessary to accomplish the Council's mission.

D. Budgetary requirements and administrative support for the Council will be coordinated by the Chair.

E. The Council Chair will ensure that communication of all activities will occur throughout DoD. The Executive Secretary will maintain historical documentation of accomplishments and recommendations.

F. The Council will operate in accordance with DoD Directive 5105.18, "DoD Committee Management Program," February 8, 1999.

IV. DURATION OF COMMITTEE

The Charter will continue until superceded.